



STATE PROCUREMENT OFFICE  
NOTICE OF REQUEST FOR EXEMPTION  
FROM HRS CHAPTER 103D

13 AUG 14 A8:34

STATE PROCUREMENT OFFICE  
STATE OF HAWAII

TO: Chief Procurement Officer

FROM: Department of Health  
Name of Requesting Department

Pursuant to HRS § 103D-102(b)(4) and HAR chapter 3-120, the Department requests a procurement exemption for the following:

1. Describe the goods, services or construction:

Endnote x7 software allows users to collect references and PDF documents from online resources and then import these to their computers, to create a customized professional e-library. Endnote can be used to find the full text for documents from the users' reference lists and subscriptions. It can also be used to update the users' records and fill in missing fields by searching subscriptions and full text that is available online. The software program integrates the users' reference list into documents and creates drop-in citations and automatically formats the citations and reference lists for reports, journal articles, and other work according to standard publication styles. Endnote also integrates with the major publication style databases who are export providers. Web-based resources feed directly into Endnote. The users' library created through Endnote is portable, and can be accessed from the desktop, online or iPad. 107 Endnote x7 licenses will be purchased for 107 Department of Health employees.

2. Vendor/Contractor/Service Provider:

Thomson Reuters

3. Amount of Request:

\$ 5,161.72

4. Term of Contract From: 8/26/2013 To: 8/25/2014 5. Prior SPO-007, Procurement Exemption (PE):

6. Explain in detail, why it is not practicable or not advantageous for the department to procure by competitive means:

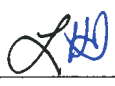
Endnotes x7 is a software application developed and owned by Thomson Reuters. The price of \$45.00 per license (regular price through Thomson Reuters is \$299.95) was negotiated by the National Library of Medicine. The opportunity to purchase at this price through the owner, Thomson Reuters, is through a negotiated purchase through the federally funded Digital Library Project (DLP) of the National Library of Medicine. It is not advantageous for the Department to procure the product from other sources since product is more expensive through other distributors.

7. Explain in detail, the process that will be or was utilized in selecting the vendor/contractor/service provider:

Besides the Thomson Reuters' special discounted price of \$45 per unit for Endnotes x 7, their regular price per unit is \$299.95. Other sample quotes were requested for Endnote x7 from distributors (see attached): En Pointe = \$886.75 for a 5-user license(\$177.35 per user); and SpaceBound, Inc. = \$184.50 per license.

8. Identify the primary responsible staff person(s) conducting and managing this procurement. (Appropriate delegated procurement authority and completion of mandatory training required).

\*Point of contact (Place asterisk after name of person to contact for additional information).

Name	Division/Agency	Phone Number	e-mail address
Lola Irvin 	TSP/Healthy Hawaii Initiative	586-4481	lola.irvin@doh.hawaii.gov

**All requirements/approvals and internal controls for this expenditure is the responsibility of the department.**  
**I certify that the information provided above is, to the best of my knowledge, true and correct.**

  
Department Head Signature

Date 8.2/13

**For Chief Procurement Officer Use Only**

Date Notice Posted: 8.13.13

Inquiries about this request shall be directed to the contact named in No. 8. Submit written objection to this notice to issue an exempt contract within seven calendar days or as otherwise allowed from date notice posted to:

state.procurement.office@hawaii.gov

Chief Procurement Officer (CPO) Comments:

Department has withdrawn the request and will utilize the appropriate method of procurement. If there are any questions, please contact Bonnie Kahakui at 587-4702, or [bonnie.a.kahakui@hawaii.gov](mailto:bonnie.a.kahakui@hawaii.gov).

☐ Approved

☐ Disapproved

☒ No Action Required

  
Chief Procurement Officer Signature

Date 11/15/13